

The Planning Commission for the City of Junction City met on Tuesday, November 20, 2012, at 6:30 p.m. in the Council Chambers at City Hall, 680 Greenwood Street, Junction City Oregon.

PRESENT WERE: Commissioners, Brad Lemhouse (Chair), Jeff Haag, Jenna Wheeler, Karen Leach, Sandra Dunn, Patricia Phelan and Jason Thiesfeld (arrived at 6:35 pm);; Planner, Stacy Clauson; and Planning Secretary, Tere Andrews; **ABSENT:** Planning Commission Alternate, Kenneth Weaver.

I. OPEN MEETING AND REVIEW AGENDA

Chair Lemhouse opened the meeting at 6:32 pm and reviewed the agenda.

II. PUBLIC COMMENTS (FOR ITEMS NOT ALREADY ON THE AGENDA)

There were none.

III. APPROVAL OF MINUTES

●OCTOBER 16, 2012

(Commissioner Thiesfeld arrived at 6:35 p.m.)

●Motion: Commissioner Wheeler made a motion to approve the October 16, 2012 minutes as written. The motion was seconded by Commissioner Leach.

Vote: 7:0:0

Chair Lemhouse, Commissioners, Haag, Leach, Thiesfeld, Wheeler, Phelan and Dunn voted in favor.

●JUNE 7, 2012

Motion: Commissioner Dunn made a motion to approve the June 7, 2012 minutes as written. The motion was seconded by Commissioner Leach.

Vote: 7:0:0

Chair Lemhouse, Commissioners, Haag, Leach, Thiesfeld, Wheeler, Phelan and Dunn voted in favor.

●JULY 17, 2012

Motion: Commissioner Thiesfeld made a motion to approve the July 17, 2012 minutes with the following amendments; on page 2 under Land Use Element, Chapter 3, line 4 remove "a" from the sentence that read, "Chair Lemhouse said the use of the word 'typical' implied it was a required..." also remove the phrase "6:52 ck tape", remove the

question marks and change 'appeared' to it appeared' (pages 2, 14th paragraph). The motion was seconded by Commissioner Wheeler.

Vote: 7:0:0

Chair Lemhouse, Commissioners, Haag, Leach, Thiesfeld, Wheeler, Phelan and Dunn voted in favor.

IV. PLANNING COMMISSION VACANCIES – UPDATE

Planner Clauson introduced Mr. Jim Hukill. Mr. Hukill reviewed his resume with the commission.

Commissioner Leach asked how long Mr. Hukill had lived in Junction City.

Mr. Hukill replied since August, 2012.

Motion: Commissioner Thiesfeld made a motion to recommend to the City Council that Mr. James Hukill be appointed to the vacant Planning Commission Alternate position. The motion was seconded by Commissioner Dunn.

Vote: 7:0:0

Chair Lemhouse, Commissioners, Haag, Leach, Thiesfeld, Wheeler, Phelan and Dunn voted in favor.

V. CHICKENS AND BEES IN THE CITY LIMITS

The Commission began a discussion of the draft regulations for beekeeping and urban chickens presented by Planner Clauson. There are three (3) sections of the code proposed to be revised. They were: addition of new language to section 17.05, Definitions; addition of new regulations to Chapter 17.95.100, the supplementary provisions; lastly, revisions to the section of the code that addressed animal control which currently prohibited the keeping of bees or chickens.

Information was forwarded to Ms Judy Scher of the Lane County Beekeepers Society. Her comments were given to Commission. They were as follows:

1. Remove the word "swarming" from sections 3(d) and 3(e).
2. Include broader provision for training and education

The commission discussed training/education options.

Chair Lemhouse suggested either a membership to the beekeeper's society or a certificate of training.

Commissioner Haag agreed with Ms Scher's suggestion to add "or equivalent" to membership or training.

Planner Clauson asked for feedback from the Commission on the proposed regulations as a whole.

Chair Lemhouse asked if the term, “run” should be defined.

Commissioner Wheeler suggested it be termed as attached to the coop with open air.

Planner Clauson asked if the definitions were sufficient.

The Commission agreed.

The next section reviewed was under ‘Supplemental’ provisions, 17.95.100. Planner Clauson reviewed the proposed section and asked for feedback from the Commission.

Commissioner Haag felt the proposed code reflected previous Commission discussion.

Chair Lemhouse asked about the number of hives allowed. He thought the maximum had been two (2).

Planner Clauson responded two (2) to Four (4) had been mentioned in other codes.

Commissioners Dunn, Leach and Haag felt two (2) hives was sufficient.

Chair Lemhouse asked Planner Clauson to contact Ms Scher regarding the number of hives.

Commissioner Wheeler agreed. She asked for Ms Scher’s opinion of two (2) hives on a 5,000 square foot lot.

Chair Lemhouse asked how the Commission felt about four (4) hives.

Commissioners Haag, Wheeler, Thiesfeld and Leach would accept either two (2) or four (4) hives be stipulated in the regulations.

Consensus: barring Ms Scher’s response, the Commission felt two (2) hives was sufficient.

Commissioner Wheeler asked if a form should be provided by the city for the neighbor notification requirement (neighbors within 150 feet).

The Commission suggested a form (created by the city) be provided and available on the city website as well as at city hall.

The Commission discussed how to notify an apartment complex that fell within the 150 foot range.

Commissioner Thiesfeld suggested apartment complex managers be notified and information posted on site for residents of the complex. He added the website should also contain links to organizations such as the beekeepers society.

Commissioner Wheeler suggested, the addition of “should be” to section 17.95.100 (C)(2) it would then read, “The facilities in which animals are kept *should be* in good repair...”.

There was general agreement of the Commission regarding this modification

Commissioner Wheeler noted some grammatical and spelling errors.

Planner Clauson would correct those errors.

Commissioner Wheeler suggested the following edits:

Commissioner Wheeler noted under 6.05.010 ‘Running at Large’ the word ‘is’ should remain so the sentence would read, “...is not on the property...”

Commissioners Haag and Leach felt the revisions were readable.

Chair Lemhouse asked if the Commission wanted to review the regulations again after changes.

Consensus: There was general consensus of the Commission that the regulations could go forward to the January, 2013 public hearing with the recommended to changes.

VI. PLANNING COMMISSION WORK PLAN

Planner Clauson suggested a list of items be compiled to create a work plan for the coming year. There were other jurisdictions that created annual work plans. She asked if the Commission was interested in this.

Chair Lemhouse and Commissioner Wheeler voiced interest.

Chair Lemhouse asked if they wanted to wait until they know more about the Urban Growth Boundary expansion.

Commissioner Leach asked Planner Clauson which ordinances she felt needed review.

Planner Clauson directed the Commission to the list of motions provided as a starting point. There were areas in need of rezoning (Raintree Park and a mini-storage business); the administration section could use attention.

Commissioner Dunn agreed with Commissioner Leach to request staff compile a draft list.

Commissioner Haag wanted to complete the rezoning of the mini-storage. He also felt there were inconsistencies that needed to be addressed such as the window requirements (design standards).

Commissioner Wheeler suggested they bring back the discussion on urban renewal districts.

Planner Clauson responded it could be added to the list.

Commissioner Haag was not in favor of this.

Staff would come back with suggestions.

Planner Clauson asked if the Commission wanted to hold a meeting in December. A copy of the new municipal code was provided to each commissioner. Also handed out was a copy of 'Planning Basics.' She asked if the commission was interested in a training session and if so, would they want to do that at their December meeting.

Commissioner Thiesfeld was not in favor of a December meeting.

Commissioner Wheeler agreed.

Commissioner Haag suggested the training take place after all Commission positions were filled.

Commissioner Thiesfeld suggested February, 2013.

Consensus: By a consensus of the Commission there would not be a Planning Commission meeting in December, 2012. The next meeting would be held in January, 2013.

Chair Lemhouse asked that staff send notice of the Lane County public hearing schedule.

Commissioner Thiesfeld suggested a session outside of their regular meeting time.

Chair Lemhouse felt it would work to have the training session during a regular meeting. He suggested the February, 2013 meeting if the agenda was not full otherwise a special work session.

The Commission agreed.

Planner Clauson noted Lane County met on Tuesday's as well it could be necessary to change the date of the January meeting date. There was a fifth Tuesday in January (1/29/13).

Chair Lemhouse asked if the 15th did not work, did the Commission want to meet on the fifth Tuesday.

There was general agreement from the Commission.

The commission directed staff to check the county schedule and follow up with emails.

VII. PLANNING ACTIVITY REPORT

Planner Clauson reviewed the Planning Activity Report. The study session and hearings with Lane County for the comprehensive plan amendments would be held on December 4, 2012, the study session would begin at 5:30pm and the meeting at 6:30 pm. During the month of October there were 11 permits issued for new single family homes.

VIII. FUTURE AGENDA ITEMS

These were discussed under agenda item VI.

IX. COMMISSIONER COMMENTS

Commissioner Leach said she enjoyed her time as a Planning Commissioner. This would be her last meeting as a Planning Commissioner as she will be sworn in as a City Councilor in January, 2013.

X. ADJOURNMENT

Motion: Commissioner Thiesfeld made a motion to adjourn the meeting. The motion was seconded by Commissioner Phelan.

Vote: 7:0:0

Chair Lemhouse, Commissioners, Haag, Leach, Thiesfeld, Wheeler, Phelan and Dunn voted in favor.

The meeting was adjourned at 8:33p.m.

The next regularly scheduled Planning Commission meeting would be Tuesday, January 15, 2013 at 6:30 p.m.

Respectfully Submitted,

Tere Andrews, Planning Secretary

Brad Lemhouse, Chair